

CANNON BUILDING
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STATE OF DELAWARE
DEPARTMENT OF STATE

DIVISION OF PROFESSIONAL REGULATION

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MEETING MINUTES:	BOARD OF PROFESSIONAL LAND SURVEYORS
DATE AND TIME:	Thursday, June 21, 2012 at 8:30 a.m.
PLACE:	861 Silver Lake Boulevard, Dover, Delaware Conference Room A , second floor of the Cannon Building
APPROVED:	August 16, 2012

MEMBERS PRESENT

Michael Szymanski, Professional Member, Chair
James Bielicki, Jr., Professional Member, Vice Chair
Thomas Plummer, Professional Member
Laurence McBride, Professional Member
Kenneth Monroe, Public Member
Mark Rosenthal, Public Member

DIVISION STAFF

Patricia Davis-Oliva, Deputy Attorney General
Sandra Wagner, Administrative Specialist III
Christine Mast, Administrative Specialist II

MEMBERS ABSENT

Mary Chvostal, Public Member, Secretary

PUBLIC

There were no members of the public in attendance.

CALL TO ORDER

Mr. Szymanski called the meeting to order at 8:30 a.m.

Review and Approval of Minutes

Mr. Bielicki made a motion, seconded by Mr. Plummer, to approve the May 17, 2012 minutes with discussed changes. By majority vote, the motion carried.

Unfinished Business

Re-review of Mr. Filippone's PDHs from Audit:

The Board asked if Mr. Filippone had been contacted to verify whether he attended the ethic course via an online class or an actual in person course. Sandra stated she contacted Mr. Filippone to verify the ethics course was in person which he confirmed. The Board felt it still needed written verification from the City of Baltimore that he attended the ethics class as an in person class. Mr. Bielicki made a motion, seconded by Mr. Rosenthal, to request written verification from Baltimore City that the class was in fact an in person class and not an online course. Sandy Wagner will send a letter to Mr. Filippone to request this additional information from Baltimore City. By unanimous vote, the motion carried.

Final Denial of Mr. Bilz's Intern Application:

The board discussed the decision for final denial of Mr. Bilz's application. Mr. Bielicki made a motion, seconded by Mr. Rosenthal, to final deny Mr. Bilz's application for Internship. By unanimous vote, the motion carried.

NEW BUSINESS

Courses for Continuing Education Approval

Mr. Plummer reviewed the information received from the Delaware Association of Surveyors for PDHs and recommended approval. Mr. Plummer made a motion, seconded by Mr. Bielicki, to approve the Delaware Association of Surveyors' 2012 Conference for **48.0 PDHs**, however the Board will exclude the 2 PDHs in ethics until further clarification can be made to the specific material being used. By majority vote, the motion carried, with Mr. McBride opposing.

Mr. Plummer reviewed the information received from Halfmoon, LLC for PDHs and recommended approval. Mr. Plummer made a motion, seconded by Mr. McBride, to approve Best Practices in GPS Surveying for **6.5 PDHs** and GPS and GIS for Engineers and Surveyors for **6.5 PDHs**. By unanimous vote, the motion carried.

Review of Applications for Examination

There were no applications for examination to review.

Review of Application for Reciprocity

Michael Vargo

Mr. Bielicki reviewed the application, corresponding documents and noted that the file was still missing the required verification of licensure from Pennsylvania and Maryland. It was also discussed that the NCEES cannot be utilized as proof of licensure in place of these documents. The verification must be provided by the issuing state department. Mr. Bielicki made a motion, seconded by Mr. McBride, to table this application until the licensee can contact and provide the necessary documents. By unanimous vote, the motion carried.

Tristan Stewart

Mr. Bielicki reviewed the application, corresponding documents and noted that the file was still missing the required verification of licensure from Maryland. Applicants must provide licensure verifications from any state or jurisdiction they have held a license in and the verification should come directly from the issuing state. Mr. Bielicki made a motion seconded by Mr. McBride, to table Mr. Stewart's application until the licensee can contact Maryland

and have the necessary documents sent directly to the Board. By unanimous vote, the motion carried.

Review of Application for Surveyor Intern

There were no applications for surveying interns to review.

Ratification of Issuance of Land Surveying Certificates of Authorization

There were no Certificates of Authorization for review.

Discussion of the Enforcement Exchange/NCEES

Mr. Szymanski discussed utilizing the NCEES database to check reciprocity applicant's disciplinary status in other states. It was discussed that the database could be utilized by the Credentialing Specialist, as well as the Administrative Specialist during renewals when flagged for disciplinary issues as well as Board requests. Sandy Wagner will contact NCEES to establish user sign in and login information.

Discussion on Professional Land Surveyor Retired Status

Ms. Davis-Oliva requested that this discussion be tabled for a future meeting. This was tabled until next meeting.

Review of Audit

There were no audits to review.

Complaint Assignments

There were no new complaint assignments.

Complaint Status

There were no new complaints received in May.

Hearings/Consent Agreements/Board Orders/Recommendations

Recommendations from Hearing Officer

The recommendations of the hearing officers as well as the Board's final orders may be viewed in their entirety on-line on the Division website.

Robert Heitzer

Mr. Bielicki made a motion, seconded by Mr. Monroe, to accept the recommendation from the hearing officer. By unanimous vote, the motion carried. Mr. Szymanski read the order to the Board before being signed. A final order was signed by the Board Chairman who was present.

Closed Complaints

There were no closed complaints.

Wall Certificates

Vincent Monreal

The Board Secretary being absent, the wall certificate for Mr. Monreal will be signed at the June meeting by Mr. Bielicki Vice Chairman of the Board.

William Orsinger

The wall certificate for Mr. Orsinger was signed at the June meeting,

OTHER BUSINESS BEFORE THE BOARD (FOR DISCUSSION ONLY)

Ms. Sandra Wagner made the Board aware that she will be transferring to a different team and will no longer represent this Board. Ms. Wagner stated that she would be in attendance during the August meeting but, is not aware of her direct replacement at this time. The Board thanked Ms. Wagner for all of her work she has done for the Board and expressed that they would miss her.

PUBLIC COMMENT

There was no public comment.

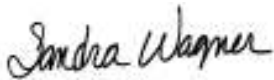
NEXT MEETING

The next meeting of the Board is August 16, 2012 at 8:30 a.m. in Conference Room A, second floor of the Cannon Building, 861 Silver Lake Boulevard, Dover, Delaware.

ADJOURNMENT

There being no further business before the Board, Mr. Rosenthal made a motion, seconded by Mr. McBride, to adjourn the meeting at 9:53 a.m. The motion carried unanimously.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Sandra Wagner".

Sandra Wagner
Administrative Specialist III